



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Agenda

Administration & Finance Committee

Aldersperson Kevin Haass, Chair

Aldersperson Martin J. Weigel, Vice-Chair

Alderspersons: Michael J. Czaplewski, Michael P. May, Daniel J. Roadt

Tuesday, December 20, 2016

7:00 PM

City Hall Room 128

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

7. [O-2016-0059](#) An Ordinance to repeal and recreate Sections 5.03(7)(a) and 5.03(7)(b) of the City of West Allis Revised Municipal Code regarding Ambulance Fees.
Sponsors: Administration & Finance Committee
8. [O-2016-0060](#) Ordinance to Amend Subsection 2.19(8)(b) of the West Allis Revised Municipal Code Relating to Snow and Ice Removal Deposit.
Sponsors: Administration & Finance Committee
9. [O-2016-0061](#) An Ordinance to amend Salary Ordinance No. O-2015-0054 establishing the salary ranges of certain employees in the Executive Service, the Managerial Service, the Deputy Service, and the Confidential, Professional and Supervisory Service of the City of West Allis for 2016 (Senior Accountant, Software Solutions and Usability Training Supervisor, Digital Services Supervisor, Benefits/Wellness Coordinator, HR Generalist, Communications Director, Deputy Finance Director).
Sponsors: Administration & Finance Committee
10. [O-2016-0062](#) An Ordinance to amend Salary Ordinance No. O-2015-0055 establishing the salaries of certain Administrative and Clerical Employees for 2016 (Neighborhood Service Zoning Inspector, Plumbing Inspector III, Communications Assistant, Graphic Print and Web Designer, Records Management Systems Specialist-Police, Business Process Analyst).
Sponsors: Administration & Finance Committee
11. [O-2016-0063](#) An Ordinance to amend Salary Ordinance No. O-2015-0057 establishing the salaries of certain employees in the Health Department for 2016 (Public Health Nurse III).
Sponsors: Administration & Finance Committee

12. [R-2016-0298](#) Resolution approving the fees for Basic Life Support (BLS) ambulance service, effective January 1, 2017.
Sponsors: Administration & Finance Committee
Attachments: [Fire Chief Communication re BLS Fees](#)
13. [R-2016-0300](#) Resolution authorizing the Director of Development to enter into a Memorandum of Understanding by and between the City of West Allis, the City of Milwaukee and other local governmental entities and/or PHAs for a regional Affirmatively Furthering Fair Housing (AFFH) Plan, which includes the pledge and payment of \$10,000 from the Community Development Block Grant (CDBG) Program.
Sponsors: Administration & Finance Committee
14. [R-2016-0302](#) Resolution authorizing the purchase of three (3) ambulances for a total sum of approximately \$736,000.
Sponsors: Administration & Finance Committee
Attachments: [FIRE.Ambulance Pricing Proposal](#)
[FIRE.HGAC Letter re Contract Extension Expires 12-31-16](#)
[FIRE.CC Request to Purchase Ambulances 12-15-16](#)
[FIRE.PFC Request to Purchase Ambulances Signed 11-10-16](#)
15. [R-2016-0306](#) Resolution relative to approval of the Employment Contract for the position of Communications Director with Jonathan Matte.
Sponsors: Administration & Finance Committee
Attachments: [Employment Contract for Communications Director](#)
17. [2016-0726](#) Communication from the Interim Finance Director regarding the vacant Buyer position in the Finance Department.
Attachments: [Communication regarding vacant Buyer position](#)
18. [2016-0731](#) Communication from City Administrator regarding notification of resignation from Charles F. Ruud, City Assessor, effective December 15, 2016.
Attachments: [City Administrator Communication re City Assessor Resignation](#)
[City Assessor's Resignation Letter](#)
16. [2016-0732](#) Communication from City Administrator recommending the appointment of Mr. Jon Matte for the position of Communications Director.
Attachments: [City Administrator Communication re Communications Director Appointment](#)
[Matte Resume](#)
[Communications Dept. Executive Summary](#)
[Job Description Questionnaire for Communications Director](#)
19. [2016-0712](#) Finance Director/Comptroller submitting report for November 2016 indicating City of West Allis checks issued in the amount of \$2,176,897.41.
Attachments: [November Monthly Claims Report to CC](#)

City Attorney Claim Report

20. [2016-0537](#) Marcella Jones communication regarding property damages allegedly sustained at 2084 S. 58 St. on August 3, 2016.

Attachments: [M Jones prop dmg](#)

21. [2016-0575](#) Margaret E. Clark communication relative to property damages allegedly sustained at 7129 W. Cleveland Drive on August 3, 2016.

Attachments: [M. Clark claim](#)

D. ADJOURNMENT

All meetings of the Administration & Finance Committee are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.